

LETTER TO THE FELLOWSHIP FROM THE TRUSTEES

Dear Members of CoDA,

The CoDA Board of Trustees are honored to have the job of supporting the Fellowship. We have found this year to be productive and challenging, fun and sad, but most of all rewarding. We had a year where a member, Madeline, resigned due to health issues, where we gained a new trustee, Matt (TX) and an alternate, Don (SoCal).

The new website has been exciting to watch come about. We were able to see how important the website is to the newcomer (80% of the traffic is newcomers!) and the decision was made to gear the website to the newcomer - all due to the analytics we have now. It may be frustrating to those who use the website often, but in short order people will find everything they need and want. The search function and the meeting locator will be greatly improved, and we will no longer have to rely on a Mura expert to change things on the web! We will have a little preview at CSC, but it will be at least the end of the year before it is ready; tagging, translating, viewing, approving, changing, testing, first approval and then to others for review – it is a big process, but with patience and hard work, this will be a website that will last a long time. We have over 100 pages and each one will be reviewed, updated, tagged, reviewed again, and then published. Many hours have been dedicated to this new site, and we hope you will love it as much as we do.

The Fellowship Forum in both English and Spanish has really been exciting, and continues to grow. We have had volunteers take on the presentations, so that it is now Fellowship driven. If you are interested in being a presenter, or have a topic you would like to see covered, please contact board@codas.org. The schedule is set through the rest of this year, and is open for all of next year, so your suggestions are greatly appreciated.

We need several new board members, and hope you will consider joining us as we continue to work for the Fellowship. If you have been to CSC before, have a passion for service, some time to donate, and a thick skin, please consider joining the board. We need you and your voice and vision.

We have to say goodbye to one member this year, Mary (NC). We wish her everything good in life and know she will continue to do service in CoDA.

The board appreciates all the fellowships omments and suggestions. We do our best to continue to support the Steps and Traditions in all our work, and appreciate the opportunity to be of service.

Thank you,

Your board –Jen, Mary, Linda, Salle, Matt and Don



CoDA Board of Trustees

2017-2018 BOARD ACCOMPLISHMENTS



A collection of realistic water droplets of various sizes, some overlapping, scattered across the top and left sides of the page. The droplets have a soft, white-to-transparent gradient and a subtle shadow, giving them a three-dimensional appearance.

CoDA Board of Trustees Mission Statement

ACKNOWLEDGING THAT WE ARE ALL HERE FOR OUR PERSONAL RECOVERY, THE MISSION OF THE CODA BOARD OF TRUSTEES IS TO ENSURE THE LONGEVITY AND FISCAL HEALTH OF THE ORGANIZATION, TO SUPPORT THE FELLOWSHIP'S ONGOING SERVICE WORK, TO PROMOTE CODA UNITY AND TO REACH THE STILL SUFFERING CODEPENDENTS.



BOARD ACCOMPLISHMENTS

IN 2017, THE BOARD ASKED THE FELLOWSHIP WHAT THEY THOUGHT WERE THE PRIORITIES FOR THE STRATEGIC PLAN (GOALS).

- **PRIORITY #1 - DEVELOP SERVICE AT ALL LEVELS OF THE FELLOWSHIP**
- **PRIORITY #2 - COMMUNICATIONS/PUBLIC INFORMATION**
- **PRIORITY #3 - WEBSITE**
- **PRIORITY #4 - INTERNATIONAL**
- **PRIORITY #5 - ALTERNATIVE TO PARTICIPATING AT THE CONFERENCE IN PERSON**
- **PRIORITY #6 - REASSESS THE CODA COMMITTEE STRUCTURE**



FELLOWSHIP PRIORITY #1

DEVELOP SERVICE AT ALL LEVELS OF THE FELLOWSHIP (SPONSORING/MENTORING/SERVICE)

GOALS:

- TO DEVELOP THE NEXT GENERATION OF TRUSTED SERVANTS AND SERVICE WORKERS;
 - USE FELLOWSHIP FORUMS TO EDUCATE AND ENCOURAGE NEW SERVICE WORKERS
 - FELLOWSHIP FORUM – KEEP THESE GOING REGULARLY..
 - HAVE A BLOG AND CHAT FEATURE ON THE NEW WEBSITE – PHASE 2

ACTIONS COMPLETED OR IN PROCESS

- HAD FELLOWSHIP FORUM ON SPONSORSHIP; FELLOWSHIP FORUMS ARE EVERY MONTH NOW, SAME DAY AND TIME, WITH VARIOUS SUBJECTS. LED BY MEMBERS OF THE FELLOWSHIP. THESE ARE RECORDED AND POSTED ON THE WEBSITE.
- CURRENTLY GATHERING A SERIES OF TESTIMONIALS IN BOTH ENGLISH AND SPANISH TO ENCOURAGE PARTICIPATION
 - THESE WILL BE PODCASTS, ROTATED ON THE WEBSITE
- BEGAN TO DEVELOP MESSAGING AROUND WHY SERVICE WORK IS IMPORTANT.
- BEGAN GATHERING MEETING SCRIPTS ON 13TH STEPPING, CROSSTALK; AND DIFFERENT TYPES OF MEETING SCRIPTS (SHARE, SPEAKER, POT LUCK, OR?) THIS IS NOW BEING HANDLED BY OUTREACH COMMITTEE.



FELLOWSHIP PRIORITY #1

MESSAGING –

- CREATED A 30 SECOND ELEVATOR SPEECH ABOUT WHAT CODA IS
- CREATED MESSAGE AT THE BOTTOM OF ALL BOARD EMAILS, ROTATING ON A REGULAR BASIS.
- CREATING FLYERS TO INSERT IN CORE ORDERS
- BEGAN RECEIVING TEXTING WITH BOTH ENGLISH AND SPANISH, THANK YOU TO COMMUNICATION COMMITTEE FOR THEIR HELPFUL PUSH TO GET THIS DONE. COMM AND SPO WILL BE HANDLING THE TEXTS.
- CONSIDERING YOUTUBE FOR SHARING EXPERIENCE, STRENGTH AND HOPE.

• **LOOKING FOR IDEAS ON**

- HOW TO DEVELOP SPONSORSHIP AND DEVELOP NEXT GENERATION LEADERS
- WHAT DOES ATTRACTION VS. PROMOTION MEAN?
- HOW TO ENGAGE AND RETAIN NEWCOMERS IN MEETINGS
- HOW TO HELP INCREASE AWARENESS AND DONATIONS AMONG THE MEETINGS.



FELLOWSHIP PRIORITY #2

COMMUNICATIONS/PUBLIC INFORMATION

GOAL: TO STREAMLINE COMMUNICATIONS WITHIN THE ORGANIZATION – INTERNALLY, EXTERNALLY, MEETINGS AND INTERNATIONAL AND STANDARDIZE MESSAGING.

- THIS IS A WORK IN PROGRESS –
 - CREATE A PSA (PUBLIC SERVICE ANNOUNCEMENT)
 - GET THIS ON PUBLIC RADIO AND MEDIA IN AREAS WHERE THERE ARE MEETINGS, USING VOTING ENTITIES.
 - MAKE OUR LITERATURE AVAILABLE AT LOCAL LIBRARIES AND OTHER PLACES
- CREATE A PUBLIC INFORMATION STRATEGY
 - CONSIDERING A WORKGROUP OF MEMBERS OF THE FELLOWSHIP WHO HAVE EXPERIENCE IN THIS AREA OR CONTRACTING WITH A PUBLIC RELATIONS PERSON.
 - **SUMMARY:** IT WAS AGREED THAT WE NEED A WAY TO TELL THOSE STILL SUFFERING ABOUT CODA. AS WE STANDARDIZE OUR MESSAGING, WE NEED TO CREATE AN INFORMATION CAMPAIGN. HOW TO DO THAT IS STILL UNDECIDED.



FELLOWSHIP PRIORITY #3

NEW WEBSITE

GOAL: TO CREATE A MODERN, USABLE WEBSITE WITH A ROBUST MEETING SEARCH COMPONENT.

- **CONTRACTED WITH A WEB DEVELOPMENT COMPANY**
 - PRIORITY GIVEN TO MEETING LOCATOR.
 - THIS INCLUDES CLEAN-UP, MODERNIZE, MAKE EASIER TO USE, PUT ON FRONT PAGE
 - CREATING FOCUS ON NEWCOMERS – THEY ARE THE NUMBER ONE USER OF THE WEBSITE.
 - WORKED WITH CHAIRS TO CLEAN UP THE CURRENT WEBSITE, MAKING IT EASIER TO TRANSITION.
 - QUALITY CHECK OF WEBSITE IS ONGOING.
 - BOARD CHAIR IS MEETING WITH DEVELOPER REGULARLY FOR STREAMLINED COMMUNICATION.
 - EACH PAGE IS GOING TO BE REVIEWED BEFORE GOING LIVE, TESTING OF WEBSITE BY NEWCOMERS AND OTHERS IN THE FELLOWSHIP WILL OCCUR BEFORE GOING LIVE.
- **MAINTENANCE** — CONSIDER OPTIONS FOR THIS, DECISION CLOSER TO RELEASE.



FELLOWSHIP PRIORITY #4

INTERNATIONAL

GOAL: TO STREAMLINE COMMUNICATION AND RESOURCES WITH INTERNATIONAL MEMBERS, CREATE RESOURCES AND ORGANIZE FSM WITH INTERGROUP AND VE'S.

- WORLD FELLOWSHIP – WORKING TO MAKE SURE CODA IS INCLUSIVE
- WORLD COMMITTEE (WCC) – WORKING WITH WCC (WORLD COMMUNICATION COMMITTEE). IT IS THE GROUP THAT WILL HELP US GROW SERVICE WORLD-WIDE
- WORLD CALENDAR – PLAN TO CREATE A WORLD CALENDAR EITHER BY CONTINENT OR LANGUAGE. THIS WILL BE PHASE 2 ON THE NEW WEBSITE.
- LANGUAGE LINKS ON THE WEBSITE. WILL BE PHASE 2
- TRANSLATION – WE CURRENTLY HAVE A LARGE GROUP OF MATERIALS THAT CAN BE SENT TO ANYONE WANTING TO TRANSLATE THEM, AFTER A TRANSLATION AGREEMENT IS SIGNED.
- GROUNDWORK FOR MORE SPANISH TRANSLATIONS – WE HAVE TWO SERVICE WORKERS FOR TRANSLATIONS, BRINGING NEW SPANISH LITERATURE AND UPDATING THE CURRENT SPANISH LITERATURE.
- CREATED A TEST PROGRAM TO HELP 2 VE'S WHO HAVE TRANSLATIONS DONE, BUT LACK FUNDS TO PUBLISH, LOAN OF \$500. STILL TO BE DECIDED ON WHAT COUNTRIES WILL BE THE FIRST TWO.





FELLOWSHIP PRIORITY #5

ALTERNATIVES TO PARTICIPATING AT THE CONFERENCE IN PERSON

**GOAL: FIND WAYS TO ALLOW MEMBERS TO PARTICIPATE IN THE ANNUAL CSC
WITHOUT ATTENDING IN PERSON.**

- PHASE 1 – OBSERVATION – COMPLETED IN 2017; AND AGAIN IN 2018
- PHASE 2 – PARTICIPATION – ALLOW MEMBERS TO PARTICIPATE REMOTELY THROUGH TECHNOLOGY
 - THIS WAS ORIGINALLY PLANNED FOR 2018, BUT COSTS WERE PROHIBITIVE.
 - THIS IS NOW PART OF THE EVENTS RESPONSIBILITIES, IN CONJUNCTION WITH THE BOARD.
 - THE CSC WORKGROUP WAS CREATED IN 2017 TO STREAMLINE THE CSC INFORMATION. IT HAS BEEN ASKED TO CONTINUE WORKING, TO RESEARCH AND DEVELOP WAYS FOR VOTING TO HAPPEN EITHER PRE-CSC OR DURING CSC (THIS WILL BE PHASE 3).
 - THIS COULD POTENTIALLY TIE INTO A BLOG OR COMMENT SECTION ON THE NEW WEBSITE FOR SUMMARIES OF MOTIONS AND COMMENTS, PRO AND CON



FELLOWSHIP PRIORITY #6

REASSESS THE CODA COMMITTEE STRUCTURE

GOAL: TO STRENGTHEN COMMUNICATIONS WITH COMMITTEES AND THE BOARD

A WORLD STRUCTURE GROUP (WSG) WORKGROUP WAS FORMED:

- THE WORK GROUP DECIDED AGAINST LOOKING AT WHAT COMMITTEES ARE NEEDED
- CREATED A MOTION RECOMMENDING CHAIR TERM LIMITS
- DISCUSSED HOW TO IMPLEMENT HEALTHY ROTATION
- CONSIDERED WHAT TASKS MAY BE REFERRED TO A PAID WORKER
- DISCUSSED HOW TO RECRUIT MORE VOLUNTEERS

THE WORKGROUPS SUGGESTIONS WERE INCORPORATED INTO THE BOARD'S MOTIONS FOR THIS CSC.



CALL FOR BOARD SERVICE

- **NUMBER OF TRUSTEES WAS 5 BOARD MEMBERS, THEN 4 AND NOW 6 FOR THE 2017/2018 FISCAL YEAR.**
- **LOOKING FOR AN ADDITIONAL 6-8 TRUSTEES AND ALTERNATES.**
- **NEED FULL BOARD COMPLEMENT FOR EFFICIENT AND EFFECTIVE COMMUNICATION BETWEEN FELLOWSHIP AND BOARD OF TRUSTEES.**
- **PLEASE CONSIDER APPLYING FOR BOARD SERVICE BY TUESDAY. APPLICATIONS ARE ON THE TABLE OR ONLINE IN THE DELEGATE PACKAGE.**

